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Billing Instructions for the Medicare Advantage Program:

When billing Medicaid for one of the Medicare Advantage Program HMO's the provider needs to submit the claim as if it were a regular Medicare policy. Currently this is the only way that the claim will process properly. On paper claims the beneficiary's Medicare ID number should be entered in Box 11 and 'Medicare' should be listed in Box 11C. A copy of the Medicare EOB must be included with the claim. For electronic claims the Insurance Type Code of MB should be used and the Medicare Payer ID 00953.

Please note when billing paper, Medicare covered services must be submitted on one claim and any excluded services must be submitted on a separate claim with the GY modifier. Do not mix covered and excluded services on the same claim. Providers must indicate Medicare's allowable amount as the charge (Box 24F).

In the case of crossover claims, if the service is an excluded

benefit for Medicare, but covered by Medicaid the excluded Medicare service can be billed directly to MDCH.



The State of Michigan Offices will be closed:

Friday, July 4, 2008

Proposed Medicaid Changes

Below are the proposed Policy Bulletins that are posted online. Please review them online at www.michigan.gov/medicaidproviders >> Policy and Forms. Make sure all comments have been submitted by the Comment Due Date below.

Comment Due Date	Notice Number	Subject
July 18, 2008	<u>0815-MS</u>	Mobility and Seating Evaluation Justification form (MSA-1656) for Beneficiaries in All Settings; Revisions to Special Services Prior Approval - Request/Authorization (MSA-1653-B); and Standard Wheelchairs and Customized Wheelchairs for Beneficiaries in Nursing Facilities
July 8, 2008	<u>0813-MS</u>	Medicare Enrollment for Providers of Durable Medical Equipment, Prosthetics, Orthotics and Supplies

New Policy Bulletins

The bulletins below were published during the previous month. It is very important that all providers are aware of new Policy Bulletins that are published. All applicable Policy Bulletins will be incorporated into the new quarter of the on-line updated Medicaid Manual. To view the new policy bulletins online you can visit www.michigan.gov/medicaidproviders >> Policy and Forms. If you have any questions on the Policy Bulletins above, please contact Provider Inquiry at 1-800-292-2550 or ProviderSupport@michigan.gov.

Issue Date	Bulletin Number	Subject
July 1, 2008	MSA 08-28	Home Help Provider Agency Rates
July 1, 2008	MSA 08-27	CNA Registry Fees



Provider Domain Administrator:

Provider Domain Administrator is the Single Sign On (SSO) user ID that submitted the enrollment application to the State for approval. Once the application has been approved by the Provider Enrollment staff at MDCH this user will have exclusive rights to the application and acts as the Security Administrator of that application. The Provider Domain Administrator is responsible for assigning or removing other SSO user's access to the application. Listed below is further clarification on how to assign Domain Access to other SSO users.

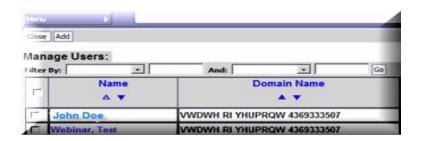
Once your enrollment application has been approved by the State, the page you see when you log into CHAMPS will appear with the CHAMPS logo followed by the Domain and Profile menu as follows:



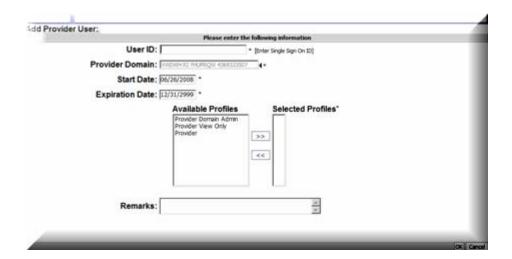
The Select a Domain drop down menu will contain all the applications that you have access to. Once you select the appropriate application from this menu and the Profile is set to Provider Domain Admin you must click the Go button. The system will now take you to the Provider Portal Page as follows:



The Provider Portal page gives you a variety of options to navigate through applications including the Admin function where you can set or modify Domain Security options. By clicking on the Maintain Users hyperlink this will take you to the Manage Users page where all users whom have access to the application will be listed. From this page you will click the Add button to add additional SSO users to this application or the Name of the Individual with access that you would like to modify.



By clicking on the Add button, the system will now take you to the Add Provider User page where you will need to enter the user's SSO User ID that you wish to grant access to. From this page you must also select the appropriate Profile(s) for the user.



There are currently three available profiles and they include Provider Domain Admin, Provider View Only, and Provider.

The <u>Provider Domain Admin</u> is as mentioned previously, the Security Administrator of the application and this profile will allow users to assign or remove access as well as view and maintain enrollment information.

The <u>Provider View Only</u> profile when selected will allow the user to only view the enrollment information. Users with this profile will not have access to assign other users or manage provider enrollment information.

The <u>Provider</u> profile will allow the user to view and manage the provider information but will not allow the user to assign rights to others.

Once you have entered the SSO User ID and selected the appropriate Profile(s) you then must select the OK button to add the user. This will now allow the user access to the application and the user's name will appear in the Manage Users list page.